

Virginia Wireless E-911 Services Board Project Management Monthly Activity Report

Vendor: MAST International
 Region/Locality: Southside
 Period: Jan-03

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
(2)Attempt to locate SALI database location	Amelia			1	Contacted Paul Fleshhood Verz
(4)Mtg w/Sheriff & Sgt. Almarode ref. Funding	Amelia			1.25	Sched. Board presentation ref. Funding
(8)Cell sector and tower info. Mapped & verified ESN	Amelia			6.75	Extracted coverage/locations of towers
(9)Determine readiness of trunk lines	Amelia			2	Contacted Paul Fleshhood Verizon
(9)ON-site w/ Sgt. Almarode ref Trunkline readiness	Amelia			3	Software issues w/Verizon resolved
(10)Draft letters for Alltel	Amelia			0.75	Copies sent to Alltel and Sgt. Almarode
(10)Requested testing schedule from Alltel	Amelia			1	Testing Schedule agreed upon
(10)Follow-up with Intrado ref testing w/Verizon	Amelia			0.5	Aston Cole w/TCS
(14)Conference call w/Verizon for testing purposes	Amelia			1.25	
(14)Reveiwed cut-over testing procedure	Amelia			0.5	Linda Keynon/Judy Middleton Alltel
(4)Verified percentage of wireless calls	Brunswick			0.75	Wireless calls running 24.6%
(6)reviewed installation issues w/LEC for Trunks	Brunswick			0.75	Spoke w/ Shirley Brodnax
(7)Reviewed T-Mobile coverage w/Lisa Boyadjian	Brunswick			0.75	
(8)Cell sector and tower info. Mapped & verified ESN	Brunswick			7	Extracted coverage/locations of towers
(9)Contacted Leslie Weddington ref Verizon contract	Brunswick			0.5	Contracts sent to Verizon
(9)Coordinated w/PSAP/LEC/TCS ref Trunk installs	Brunswick			2.75	
(10)Contacted Jim Turner Verizon Technician	Brunswick			0.5	Ref PSAP Status
(10)Reviewed CPE installation delays	Brunswick			1.5	Reviewed w/Verizon/PSAP
(11)Mtg w/Leslie Weddington/Shirley Broadnax	Brunswick			1.25	Ref PSAP Status & Wireless call ratio
(11)Prepared for 911 Board presentation ref status	Brunswick			2	Presentation scheduled for 02/06/03
(11)Contacted Walt Meier/Verizon ref 2/6/03 mtg.	Brunswick			0.5	Requested status info for presentation
(8)Cell sector and tower info. Mapped & verified ESN	Charlotte			3.5	Extracted coverage/locations of towers
(1)Reviewed wireless recorder upgrade proposal	Cumberland			0.5	Dictaphone proposal upgrade
(3)WSP letters for Phase I	Cumberland			1	Letters sent
(4)Funding Amendment for CPE	Cumberland			1	Will be covered on Wireline
(5)Reviewed current maintenance agreement costs	Cumberland			1	RFP to be issued for maintenance
(11)On-site for status update and CPE issues	Cumberland			3	Vendor will be selected 02/03
(1)Reviewed current status for CPE installation	Dinwiddie			0.5	Spoke w/Denise Absher
(3)Requested LOA for Sprint/Verizon	Dinwiddie			0.5	LOA being sent
(8)Cell sector and tower info. Mapped & verified ESN	Dinwiddie			5	Extracted coverage/locations of towers
(3)Review Phase I status letters	Farmville			0.5	
(3)Nextel Partners/Pete Gaffney ref coverage	Halifax			0.5	
(8)Cell sector and tower info. Mapped & verified ESN	Halifax			3	Extracted coverage/locations of towers
(9)Status of CPE / building	Halifax			0.5	
(11)Contacted Allen Bober ref staus/plan of action	Halifax			0.5	Mtg scheduled
(11)Mtg w/Allen Bober ref plan of action	Halifax			2.5	Allen to provide dates for plan of action
(4)Contacted Sheriff Adams ref FY2002 Documentation	Lunenburg			0.5	Researching hardcopies of invoices
(6)Verizon bill charges for airtime	Lunenburg			2	Bill issued incorrectly
(6)Alltel trunk linehook-up & deployment schedule	Lunenburg			0.5	Linda Keynon will advise
(8)Cell tower review ref Verizon coverage	Lunenburg			1.75	Aston Cole w/TCS
(9)Reviewed cut-over delay w/Linda Kenyon	Lunenburg			0.5	New date will be issued
(14)Researched w/all parties ref delays on cut-over	Lunenburg			8	Sprint/Alltel/PSAP
(8)Routing traffic issues	Mecklenburg			1.25	Requesed info from TCS ref Traffic
(8)Collected ESN and Tower info	Mecklenburg			1	
(9)Attempt to resolve Buggs Island router issue	Mecklenburg			1.25	Verizon/Sprint ref delays/ plan of action
(10)Revised schedules for Phase I service	Mecklenburg			1	Troubleshooting problems
(11)On-site for status update and CPE issues	Mecklenburg			0.5	
(1)Reviewed feasibility of CPE upgrade w/Sprint	Nottoway			1	Currently use Liberty system
(3)Requested LOA for Sprint/Verizon	Nottoway			0.5	Letters received
(7)Prepare for Board of Supervisors presentation	Nottoway			4	Scheduled 02/03
(8)Reviewed cell sector locations	Nottoway			1	

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Issues of Importance		
Issue	Actions Proposed to Resolve Issue	Comments
Scheduling cut-overs	Weekly conference call w/LEC/WSP	Contacting stakeholders for input
Implementation delays	New tasking/priority list	Will be presented to PSAPs
Halifax progress	Plan of action w/ dates	Must move forward/reschedule PhaseI
WSP deadlines	Working to verify	